

California Marine Life Protection Act Initiative Announcement
Contract Position Description
Professional Support for MLPA Initiative Core Staff (Policy Analyst)

Expressions of interest due May 14, 2007 by 5:00 p.m.

Scope of Work

This position will support the Marine Life Protection Act (MLPA) Initiative core staff (executive director, operations & communications manager and north central coast project manager). Typical duties require exercise of professional judgment regarding complex public policies and effective stakeholder and scientific contributions in a situation of conflicting interests.

Specific tasks may include the following: (1) finding, assembling, assessing and organizing information used in decision making by the core staff or the MLPA Blue Ribbon Task Force (BRTF); (2) organizing and preparing for formal and informal meetings, including preparing agendas, developing materials related to an agenda, participating in meetings, and recording decisions and action items; (3) undertaking follow up required to implement decisions and action items of the core staff or BRTF, including drafting follow up communications regarding decisions, establishing personal contacts required to assemble requested information, and organizing efforts to move forward specific action items; and (4) independently undertaking and completing research on topics of use to the MLPA Initiative, including providing reports usable by decision makers.

Information about the MLPA Initiative is available at <http://www.dfg.ca.gov/mrd/mlpa/>.

Education, Skills and Experience Required

Graduate study in ecology, public policy, public administration, planning or a related field is required. Master's degree desired and Ph.D. preferred. Highly developed abilities to analyze complex public policies expected. Knowledge of marine policy and marine protected areas is valuable, but not required. Ability to communicate effectively, both in writing and orally, meet tight deadlines, and work with minimal supervision is required. Previous work experience related to these areas of competence is expected.

Terms of Engagement

This is a contract position through December 30, 2008. There are no benefits associated with the position. This position reports to the executive director of the MLPA Initiative.

Level of Effort and Place of Work

Applicants desiring half time or more will be considered. The primary location of work will be Sacramento, California, but travel will be expected within California.

Compensation

Compensation will depend on qualifications, past compensation history, and level of effort, but is expected to range from \$60-85,000 annually for full time work.

Application

Email submission of a letter of application, a curriculum vita or resume, and names and full contact information (mailing address, email, and telephone number) for three references should be addressed to Executive Director Ken Wiseman, Marine Life Protection Act Initiative at MLPA.SOQs@resources.ca.gov no later than 5:00 p.m. on Monday, May 14, 2007.